

Cooperative Educational Service Agency 3

Board of Control (BOC) Meeting Minutes

Monday, December 18, 2023

The Meeting of the Board of Control of the CESA 3 Agency was called to order by Vice-Chair Janet Matthes at 5:32 p.m. on Monday, December 18, 2023.

Vice-Chair Janet Matthes led the Board Members in the Pledge of Allegiance.

Roll call was taken, with the following Board members in attendance or *participating online: *Gary Andrews, *Joni Heisner, *Bob Hermanson, *Adam Jackson, *Janet Matthes, *Kim Schmelz, and *Wendi Stitzer. Member(s) who were not in attendance: Benjamin Gavinski, Mike Humke, April Jennings, and Mark Johnson.

Vice-Chair Janet Matthes noted the official posting of the meeting by the Proof of Public Notice and the Agenda. A motion was made by **Bob Hermanson** and seconded by **Wendi Stitzer** that the Proof of Public Notice and Adoption of the Agenda be sufficient under the requirements of the open meeting law and be declared the official Agenda of the meeting. Upon voice vote, with all members voting aye, motion carried.

No public comment.

MINUTES: A motion was made by **Wendi Stitzer** and seconded by **Gary Andrews** to approve the minutes of the regular meeting on [November 20, 2023](#). Upon voice vote, with all members voting Aye, motion carried.

FINANCIAL REPORT:

Disbursements - the Board reviewed the A/P detail check register for [November 2023](#). A motion was made by **Wendi Stitzer** and seconded by **Joni Heisner** to approve the disbursements as presented. Upon roll call vote, the following Board Members voted Aye: Gary Andrews, Joni Heisner, Bob Hermanson, Adam Jackson, Janet Matthes, Kim Schmelz, and Wendi Stitzer. Members voting no: none. Motion carried.

Dr. Nutter provided an overview of the overall budget with projected revenues. CESA 3 is projecting a balanced budget for the 2023-2024 fiscal year. He noted we are 46% through our fiscal year ending June 30, 2024. Johnson Block will provide a presentation on their CESA 3 2022-2023 audit.

INFORMATION:

Dr. Nutter reminded Board of Control Members of the WASB Networking at the State Education Conference scheduled for Thursday, January 18, 2024, in Milwaukee, Wisconsin.

ACTION ITEMS:

Letter of Resignation. A motion was made by **Bob Hermanson** and seconded by **Joni Heisner** to approve the resignation of Jen Reese. Upon roll call vote, the following Board Members voted Aye: Gary Andrews, Joni Heisner, Bob Hermanson, Adam Jackson, Janet Matthes, Kim Schmelz, and Wendi Stitzer. Members voting no: none. Motion carried.

Next regular Board of Control Meeting will be Monday, January 22, 2024, at 6:30 p.m.

There being no further business to discuss, a motion was made by **Wendi Stitzer** and seconded by **Gary Andrews** to adjourn the meeting at **6:02 p.m.** Upon voice vote, with all members voting Aye, motion carried.